

Minutes of the Tri Annual Meeting held on Monday, December 7, 2015 at 6:26 pm at the New Lenox Community Park District, New Lenox, IL.

## **GENERAL FUNCTIONS:**

**Call to order** Director of Parks-Maintenance Travnicek called the December 7, 2015 meeting to order at approximately 6:30 pm.

**Roll Call** In attendance: Commissioner Brian Fischer, Director of Parks-Maintenance George Travnicek, Parks-Maintenance Foreman Ken Stephens, Communications-Marketing Supervisor Lauren Lotz, Kevin Shannon NLSA, Matt Erickson NLBA, Marty Kelly NLGSA, Greg Cleveland NLGSA, Bob Schaper NL Mustangs, Lynn Plarski NL Mustangs, Rebecca Heckler Recording Secretary and Kimberly Pohrte Recording Secretary.

**Park District** Communications-Marketing Supervisor Lotz spoke to the associations about phone and website information printed in our catalog. Communications-Marketing Supervisor Lotz noted sometimes information changes for associations and noted the Frontline Staff at the Park District receive calls from individuals stating they are not getting responses from associations due to various reasons with either the phone or the website. Communications-Marketing Supervisor Lotz handed each association the information she currently has printed in the catalog and has also requested the President's name, contact information, Vice President's name, contact number as well as player and coach information. Communications-Marketing Supervisor Lotz noted this information is important so as Executive Director Lewis, Director of Parks-Maintenance Travnicek or she can get in contact with them. Communications-Marketing Supervisor Lotz asked if anyone had any suggestions or comments regarding this. Kevin Shannon noted he has a posted club number on the website, but the phone is not answered during the off season. Mr. Shannon said the voicemail specifically says the calls are not answered regularly and that emails are answered the same day or next. Communications-Marketing Supervisor Lotz suggested for all the associations to have a general information email that everyone could check instead of having emails go to one person directly that may not check their emails, or possibly giving the duty to a secretary of the association to check regularly. Mr. Cleveland of NLGSA said when people have a complaint they go right to Facebook instead of calling him directly. Mr. Shannon noted all of the numbers are on the website. Communications-Marketing Supervisor Lotz asked for any and all cooperation in this matter.

## **Associations Reports** Greg Cleveland NLGSA

Mr. Cleveland reported 240 players (increase) 18 teams for the fall season that lasted 6 weeks. Mr. Cleveland noted this was a good season and the fields are in great shape. Mr. Cleveland noted something new they are doing this year, they picked two teams for a Sunday Rec league beginning in April. Mr. Cleveland thanked the park district for helping them with field #2 and Palmer. Mr. Cleveland also noted the concrete slab at Palmer and that it is now ADA compliant. Mr. Cleveland noted the upcoming projects will be sprinklers on the infields of fields #1 and #2. Mr. Cleveland noted the registration dates will be January 23<sup>rd</sup> and February 6<sup>th</sup> and after that it will be online. Mr. Kelly asked about the fence on #2. Director of Parks-Maintenance Travnicek said he spoke briefly with Randy about the footings heaving on the last three poles going down the first base line. This is making the fence from the dugout go upward. Director of Parks-Maintenance Travnicek noted he would like to take out the fence and regrade the area but did not want to do this because the park district does not install the fencing, the association would be responsible for someone come in and install it.

## Bob Schaper NL Mustangs

Mr. Schaper reported they just completed their 51<sup>st</sup> year. They had 210 football players, 100 cheerleaders, 75 coaches and 7 teams. Mr. Schaper reported 4 out of the 6 teams made it to the semi finals with the lightweight team winning the league championship and finishing 14-0. Mr. Schaper reported this team was coached by Dave Skole. Dave just completed his 40<sup>th</sup> season. Mr. Schaper reported Mr. Skole was inducted into the inaugural Mustang Hall of Fame along with several others from the Mustangs. Mr. Schaper reported all were honored at the Ron "Papa" Schaper Golf Outing in July this past year. Mr. Schaper reported the heavyweight/ mostly 8<sup>th</sup> grade boys and girls travelled for the 35<sup>th</sup> year in a row to Daytona Beach (4<sup>th</sup> year to Daytona) by bus 21 hours each way. Mr. Schaper reported the teams lost. Mr. Schaper reported the fields look great. Mr. Schaper reported they are in the process of hosting the end of year banquets and registration is scheduled for February 27<sup>th</sup> for their 52<sup>nd</sup> year. Mr. Schaper noted they had an issue with an out of town team this year parking in front of the closed double gate on the south end of the field. Mr. Schaper noted they try to keep this closed for emergency usage when an ambulance comes in. Mr. Schaper requested a few more no parking signs posted on the fence to keep people from parking in

that area. Director of Parks-Maintenance Travnicek noted he would try to hash out an area, get more signage and also spell out NO PARKING on the pavement. Mr. Schaper would also like to see sideline turf be implemented on our home side before the first game next season. Mrs. Plarski asked if she needed to fill out all of the paperwork again. Director of Parks-Maintenance Travnicek noted he spoke with Bob Nelson about what was on the agenda and that's where he said they will have to meet. Director of Parks-Maintenance Travnicek reported Bob Nelson said they will be doing asphalt work on the whole parking lot and back, and the question was for a long time that they didn't think there was underground drainage in place as far as the lines running from east to west. Director of Parks-Maintenance Travnicek reported he thought there was 5 hubs about every 20 yards or so. Director of Parks-Maintenance Travnicek noted after they talked to an architect who actually showed them schematic of the drainage. The next question is, just because you have schematic can someone go ahead and install it. Director of Parks-Maintenance Travnicek reported they changed to say it has been installed, according to the schematic supposedly where the feed lines that would gather the water that would go east to west now goes from south to north where the bleachers are and supposedly that was to be the drainage line. Director of Parks-Maintenance Travnicek noted there was asphalt and now bleachers there, so what they need to do is meet with football, meet with park district staff, and an architect figure out what needs to happen. Director of Parks-Maintenance Travnicek noted he would like to do this after the holidays.

Matt Erickson NLBA

Mr. Erickson reported the fall season went well. Mr. Erickson reported having 4 teams at each age group. Mr. Erickson noted they did the same thing they did last year travelling. Mr. Erickson reported 250-260 players being the same as the last couple of years. Mr. Erickson noted registration is open and on line. Director of Parks-Maintenance Travnicek noted the light tower by third base has been fixed and the light tower by the concession stand has also been fixed. Mr. Erickson reported as far as projects go they are getting prices for bathrooms. Mr. Erickson reported if they were to get bathrooms, they would retrofit the building to the south of the concession stand and then put up a new building for storage on the west side of the parking lot. Director of Parks-Maintenance Travnicek noted he, Executive Director Lewis and Director of Recreation Braglia will be meeting with Dr. Manville, Bob Nelson and staff to go over things as well as some other projects. Mr. Erickson asked if the bathrooms are too expensive, they will replace the fence on field #14. Mr. Erickson asked if they put porta johns on 3 & 4 would they have to put a surround up. Director of Parks-Maintenance Travnicek noted this would be preferred. Mr. Erickson noted the retention pond is still full and there may be another baseball stuck in the tube. Mr. Erickson noted Director of Parks-Maintenance Travnicek should have the forms for the netting on field 8 and 10.

Kevin Shannon NLSA

Mr. Shannon reported 429 (15 more) in the recreational program, 398 (50-60 increase) in the competitive program, skill building 5-8 year olds 53 participants and the 3-5 year program 73 participants. Mr. Shannon reported between the two skill building classes this is a big increase. Mr. Shannon reported there were no complaints about playing time in the recreational league, but there was an issue on the last game in the competitive league and thanked the park district for the guidance to get through this issue. Mr. Shannon reported the projects planned are the concrete pad and the electricity. Mr. Shannon reported he has not filled out any paperwork yet. Mr. Shannon reported the winter programs in swing are being held at Hallmark Sports Club. Mr. Shannon reported this is the 2<sup>nd</sup> year they are trying to get at indoor league going, last year it was skill building, this year there will be more games. Mr. Shannon noted this may not run because there is not much demand. Mr. Shannon asked about getting more space and how the park district can help. Commissioner Fischer noted this would not be a problem if the referendum had passed. Commissioner Fischer asked how much space Mr. Shannon was looking for. Mr. Shannon noted he was looking for a basketball court size. Commissioner Fischer noted the schools are all in a pickle and that the park district cuts the grass just so we can get the use of the gymnasiums. Commissioner Fischer reported Executive Director Lewis is aware of the needed space and is meeting with the people involved at the summit meeting. Lynn Plarski asked if it is true the general public could still walk in and rent space, but the associations could only go in through the

park district. The schools response was that the associations had to go through the park district. How much gym time is allotted to the park district vs. their time? Commissioner Fischer noted we are only using 4 gyms and want the use of the other 5. Commissioner Fischer noted we plow the parking lot of LW210 for the use of the gym space. Commissioner Fischer asked about LWSRA. Director of Parks-Maintenance Travnicek noted they run programs at night and weekends. Mr. Shannon noted Hallmark Sports Club is hurting for business. Mr. Shannon reported he has not started with the lights yet. Director of Parks-Maintenance Travnicek noted he spoke with Bob Nelson about the lights, but there is a lot of work to do especially if they are permanent. Mr. Shannon noted the target spot is Spencer 10-11-12. Mr. Shannon also would like to put a fence up on the berm to help appease the homeowners. Mr. Shannon noted how happy he was with the services that the park district provided. Mr. Shannon reported a little issue with the wet field getting mowed. Mr. Shannon is very excited about the aeration they did as far as how it is going to affect the drainage. Director of Parks-Maintenance Travnicek noted they will have to be sure the irrigation goes on when needed and be sure it does not go on after a rain. Mr. Shannon noted this will be tested.

## **Park District**

### *Accessible path & viewing areas*

Director of Parks-Maintenance Travnicek reported there was work at Palmer on the accessible paths and NLGSA will help pay 50%. Director of Parks-Maintenance Travnicek noted he is getting quotes for concrete over at Tyler-Bentley and also getting some screening paths over at the Spencer campus.

### *Association Requirements*

Director of Parks-Maintenance Travnicek asked everyone to open their packets. Director of Parks-Maintenance Travnicek noted he was the one collecting the Field use Application and said this year Mustangs and the NLSA were fantastic in getting in paperwork, but the other associations, not so much. Director of Parks-Maintenance Travnicek noted the certificate of liability is needed every year; also, add the school to the policy if it's on school property. Director of Parks-Maintenance Travnicek went over the other paperwork in detail and noted how important it was to get in all the information and paperwork and bills paid in a timely manner. Director of Parks-Maintenance Travnicek asked if there were any questions on the forms he is requesting.

### *Out of District Fee=\$20 each person for each season*

Director of Parks-Maintenance Travnicek noted for 2016 the roster form is critical and noted this is where we are going to start collecting OOD fees. Director of Parks-Maintenance Travnicek noted what we are looking at right now is for the associations to collect the OOD fee and we will go through the roster and see how many are OOD. The park district will then send an invoice for \$20.00 per OOD participant. Director of Parks-Maintenance Travnicek noted this is the first year we are going to be doing this. Director of Parks-Maintenance Travnicek noted he needs those rosters. Director of Parks-Maintenance Travnicek noted we are also going with the 75% in district and 25% out of district. Mr. Shannon noted he had a question about the percentages. Mr. Shannon noted they discussed this in August about not really knowing what the district boundaries are for in district and who is considered out of district. Director of Parks-Maintenance Travnicek noted the park district staff will to go through the rosters to determine who is in district and who is out of district. Commissioner Fischer brought up the subject of the residents who live in New Lenox, are part of Mokena Park District but go to New Lenox School District schools and asked if the park district some years back because of this issue before made an exception for those that lived in those gray areas. Marty Kelly of NLGSA said that 95% of the players go to NLSD #122. Lynn Plarski of the New Lenox Mustangs was confused and wanted to know what the rule was. She was told before if they went to New Lenox schools they were residents, but now is being told that is not the case. Commissioner Fischer said he may be a little confused and may be talking out of turn. Recording Secretary Heckler noted the front line staff has a street binder at the front desk noting in district streets and subdivisions. Mr. Shannon noted they would have to plug in all the streets into the website in order to access the OOD fee at registration. Commissioner Fischer asked the Recording Secretary how we know when someone comes in to sign up for a program whether they are in district or out of district. Recording Secretary Heckler explained how it is determined if they

are in district or out of district and the exceptions when registering for the park district basketball program. This answer then opened up discussion amongst the associations as to why the park district doesn't charge these out of district residents an out of district fee and how this is any different than what they do. Mr. Erickson of the New Lenox Rebels said they are not in our park district, but are in our tax base for our schools. Commissioner Fischer asked how many children from Manhattan were playing baseball. Mr. Erikson said he had about 50-60 kids. Mr. Shannon said at the last Tri-Annual meeting the park district boundaries were at the line. Mr. Shannon noted the park district comes out with a basketball program and says that the Lincoln-Way High School is in district, so now we have two different messages coming from the park district. All of the associations were talking and were upset about this matter and don't understand if they play basketball why they aren't out of district, but if they play a different sport you are out of district. Mr. Kelly said when they are playing they are on school district property, they pay school district taxes and because the property is owned by the school district they should be considered in district. All associations agreed they need clarification on this matter. Director of Parks-Maintenance Travnicek reported this is where Commissioner Larson was adamant about this, because the out of district participants were not paying their fair share. Director of Parks-Maintenance Travnicek noted the associations are comparing what the park district does for out of district vs. in district for the basketball program to what the associations should be doing for their programs. Everyone was speaking at once about the different subdivisions and who is in district, who is out of district, who has a New Lenox address, etc. There was a lot of discussion about this matter. Mr. Shannon asked if they were to be collecting fees for this, they are going to need to know the district boundaries. Lynn Plarski said she would like the same reasoning. Mr. Erickson noted they have already had registration open for the last month, so what about the people that have already signed up. Mr. Erickson stated they would all like to know what the defined line is for in district vs. out of district and whether or not the park district is going to follow the same rule. Commissioner Fischer noted it didn't matter. Mr. Erickson noted it did matter because if the park district isn't going to follow their own guidelines to the associations, then why should they charge the associations a \$20.00 tax to the park district when we don't follow our own guidelines. President Fischer noted the park district could go back to the 80/20 and make all of this go away. Lynn Plarski noted when they were first surveyed; they understood costs needed to be taken care of. Lynn Plarski noted she would rather be charged per service and man hours they were using vs. charging it to our people. Director of Parks-Maintenance Travnicek noted a big part of this was to not bump out New Lenox residents. He noted people are coming from other towns to New Lenox and enjoying the baseball fields, dugouts, etc. Commissioner Fischer sees the concerns of the associations, but noted we are going to go with decision that was made. Commissioner Fischer noted we can control what goes on in the park district. People get paid and are held accountable, whereas the associations are all volunteers and we assume you are doing the right thing. Commissioner Fischer noted this is 2016 and we will see if this works, if it doesn't, we will have to come up with another idea. Commissioner Fischer noted Commissioner Larson was more involved with the associations than he was and his big concern was that he was told a lot of New Lenox children (mostly the competitive teams) were out of district. Commissioner Fischer noted we cannot compare the associations to the park district programs. All of the associations were speaking at once and noted they need clarification, Lynn Plarski noted this is all frustrating and with the first go around of this, the challenging part is, the park district waives the out of district fee depending on where the program is held. She may have a child come from playing the co-ed basketball program and not be charged an out of district fee, but then sign up for football and even though they are paying New Lenox School District taxes, they are being charged an out of district fee. Commissioner Fischer again said he would like to have Executive Director Lewis in here to explain it, but the whole issue was, was that we wanted the New Lenox residents to have priority. Mr. Shannon noted the problem he has and needs clarification on, is that he has a program that he charges \$40.00 for and would he need to charge \$20.00 extra. This is adding 50% more to the program. Mr. Shannon thought a 10% fee would be more reasonable than the flat \$20.00 fee. Commissioner Fischer asked why these things weren't suggested at the very beginning. Mr. Shannon noted he is all for charging out of district people to play on our fields, but there are details that maybe we could sharpen our

pencils on. Director of Parks-Maintenance Travnicek noted the three things there are concerns on: the district boundaries; the basketball program is not following the rule; and before he could finish speaking, he was interrupted by several of the associations who all began speaking at once. Mr. Erikson of the Rebels noted on NLSD property, you still have to cut the grass whether or not they are playing ball on the fields or not, so those costs are already implemented in the park district budget, based on your agreement with the school to get the indoor space. Director of Parks-Maintenance Travnicek interrupted and noted there are 56 ½ acres of land/turf that is around SD122. That is the equation years ago that was figured out what could be fairly equitable for the park district to have space in the schools. For Director of Parks-Maintenance Travnicek to either have the park district cut it or have it contracted out was where it was worked out. Director of Parks-Maintenance Travnicek noted the big L shaped area outside of Tyler-Bentley where the 15 ball fields are, we mow that for the associations per se, what we are actually doing for the school around Tyler-Bentley inside the drive, is what is supposedly for the use of inside the school building so many days, hours, etc. Mr. Erickson was stressing the fields at Tyler, Martino, Spencer that we cut are already in our costs, and so it doesn't matter if the associations were there or not, it is still the park districts responsibility to cut that grass. Commissioner Fischer responded if the associations weren't using it, the park district would not be cutting the grass. Director of Parks-Maintenance Travnicek noted the school would have to cut it and it would be on their dime, but since you are a part of the park district you are there so the park district cuts that grass. He also reported Oakview and Haines has no associations there, Carefree Cuts the grass and gives the bill to the park district. Commissioner Fischer noted the associations may not agree with this, but in some way shape or form the fees need to be increased or we cut back services. Commissioner Fischer noted what the associations are looking for is boundaries, that the associations feel the OOD fees are not equitable. Lynn Plarski reported she felt the OOD fee should be waived to at least the SD122 residents. The associations agreed they would like a percentage vs. a flat fee. Commissioner Fischer said they had a good point. Commissioner Fischer asked Mr. Erickson if the board made a change half way through the year, would it be the end of the world. Lynn Plarski noted she would rather pay hard costs and keep the 75/25 and pay \$5000 vs. nickel and diming people. Director of Parks-Maintenance Travnicek noted that could be difficult. Commissioner Fischer noted these are all valid points. Getting back to the forms, Director of Parks-Maintenance Travnicek reported if there are any kinds of projects going on and a contractor is coming on site, make sure they give you a certificate of insurance and pass this on to him to give it to the school to make sure they are covered as well. Director of Parks-Maintenance Travnicek reported he would have to change the field use form to reflect the 701 address. He also reported to be as specific as possible on the field use forms and name all of the locations.

*Playing time-eligibility & minimal amount each participant can expect to play-discussion*

Director of Parks-Maintenance Travnicek asked if all of the associations were the same for the recreational league, all players must be given equal playing time in each game, and if its competitive what are the rules. Mr. Erikson of the Rebels reported in house they can't sit 2 innings in a row, and must play at least 3 innings, competitive Sunday league they go ahead and adhere to our in-house rules, the travel league does whatever they want, the best 9 play and the parents are aware of this. Mr. Erikson noted this is all in writing in the handbooks except for the travel league. Mr. Cleveland of NLGSA reported they have implemented a new rule that no child sits out until everyone on the team has sat out once. Mr. Shannon of NLSA noted they have a rule like that too. Mr. Cleveland reported this is for in house. Mr. Kelly of NLGSA reported on travel the parents are told upfront they are not guaranteed playing time. Commissioner Fischer asked the associations why this was not in writing for travel leagues and thought maybe it would be a good idea to have that written down. Commissioner Fischer noted the situation that took place with NLSA would not have happened had the rules been written down. Director of Parks-Maintenance Travnicek noted the more you have written down the better.

*Youth Sports Concussion Safety Act (410 ILCS 145/) Website  
[www.cdc.gov/headsup/youthsports/athletes.html](http://www.cdc.gov/headsup/youthsports/athletes.html)*

Director of Parks-Maintenance Travnicek reported this Act has been put into law on August 3rd, 2015 by the Governor Bruce Rauner. This act is public law now and sets bigger standards for dealing with concussions during sporting events in the state of Illinois. The associations as well as the park district must ensure that the mandates outlined in the Safety Act are abided by and implemented on or before January 1, 2016. One of the key points is park districts and youth sports must make available educational materials that describe the nature and risk of concussions and head injuries. Director of Parks-Maintenance Travnicek noted basically you want to promote the material, signs of a concussions, how to treat it, etc. Director of Parks-Maintenance Travnicek noted we have to have this on our website and noted the information in Executive Director Lewis' letter highlights the important points. He reported this is for parents, coaches, etc. Mr. Shannon reported the paperwork stated they need to have a committee to review an event. Director of Parks-Maintenance Travnicek reported from a park district standpoint we need to put this into our programs and then we need to also pass this information on to the associations which in turn we believe and know you will also do the same. Director of Parks-Maintenance Travnicek reported the associations may already have protocols in place which is great, and noted we needed to pass this on. Mr. Erikson asked if we the park district would take this one step further and have a seminar for the players, parents, coaches, etc. Director of Parks-Maintenance Travnicek noted this was certainly something we could ask. Lynn Plarski reported in order to be in USA certified they must take part in the program they have. She reported they also have an agreement with Athletico who come in every year and talk to the coaches.

*School District 122 Skip Dates*

Director of Parks-Maintenance Travnicek reported what everyone has in front of them is most current. Lynn Plarski asked if the rumor was true NLS122 was trying to pass on the cost of resurfacing the back Martino parking lot. Director of Parks-Maintenance Travnicek reported the subject may be brought up in the meeting.

**Adjournment**

Director of Parks-Maintenance Travnicek reported our fields are top shelf, and we are all in this together. He reported we don't always make the right call, the associations don't always make the right call, but we just want this to be as good as we can. Mr. Shannon noted he appreciated the support of the park district. Commissioner Fischer adjourned the Tri Annual Meeting of December 7, 2015 at approximately 8:40 p.m.

Respectfully Submitted,  
Rebecca Heckler  
Recording Secretary